

# Sisukord

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# Balance sheet

Balance sheet is a financial report that shows company's financial position at a specific moment in time (assets, liabilities and equity).

Unlimited number of different reports can be configured for seeing required data for the specific moment in time, for example:

- Standard Balance sheet
- Tax board comparison (only with account related to taxes)
- Fixed asset control (for comparing with fixed asset module accounts)
- Loan position (summary of long-term and short-term loan balances)
- notes for the Annual report
- etc

Read more about configuring a Balance report [here](#).

## 1. Balance sheet report

To generate a balance report go to Finance → Reports → Balance. Enter the reporting period, report configuration code and any other necessary filters and click Report.

**Balance Sheet**

(Time start) 01.02.2026 (Compare) Currency Report ENG (Configure) (DataField)

end 28.02.2026 Period Object Level Project (DataField)

Unitround 0.01 Depth (all) Language English Split (DataField)

accounts  date  total  change  zero  unbalanced

(split)  objects w/ name  levels  transpose

Print Mail **REPORT**

### 1.1. Report fields

- **Time start** - Start date of the report. If [budgets](#) have been created, the Start Time appears as a dropdown menu, allowing you to select the budget type.
- **end** - End date of the report.
- **Compare** - start date of the comparable period. For comparing data of different periods. If budgets have been created, the Compare appears as a dropdown menu, allowing you to select the budget type.
- **Period** - end date of the comparable period.
- **Currency** - Report can be viewed in different currencies. Selectable by double-clicking or using the right mouse button.
- **Report** - Report configuration selectable by double-clicking or using the right mouse button. Configure, change or add reports.



If the Report field is left empty a simplified report is generated, displaying accounts grouped by account classes.

- **Object** - selectable by double-clicking or using the right mouse button. . If the Balance sheet has to be for a specific object, then the Object field must be filled with the object for which the

report should be generated.

- **Level** - Object level of objects.
- **Project** - selectable by double-clicking or using the right mouse button
- **Unit/Round** - Selectable from the dropdown menu. Values below zero indicate rounding, and values above zero indicate the unit.
- **Depth** - determine the level at which the report is viewed. This option is available if finance accounts are structured through [parent and sub-accounts](#)
- **Language** - language of the generated report and filters
- **Split** - If the data should be broken down by periods. For example, if the balance sheet needs to be for the entire year period and split by months, then you must specify the period and select Month in the Split field.
- **Accounts** - If selected, the balance sheet is displayed in detailed form by accounts. If the checkbox is cleared, the report is shown as summary lines.
- **Date** - If selected, displays the period dates in the header of each row. If the checkbox is cleared, the period dates are shown only above the report.
- **Total** - If selected displays Totals of all Configured rows with type 1(Result).
- **Change** - Displays the change column.
- **Zero** - If selected the report will show all the accounts and balance rows, including those with a value of 0. Allows copying data from reports generated for different time periods side by side.
- **Unbalanced** - Opening balance, changes, and closing balance are separated into debit and credit. This allows generating reconciled (netted) reports and viewing the period's debit and credit turnovers.
- **Split** - breaks down the account amounts across the allocated objects/projects that make up the value.
  - [objects divided](#) - When used together with the "Accounts" checkbox, it displays the object lines belonging to each account both separately and as a summarized total.
  - [projects divided](#) - When used together with the "Accounts" checkbox, it displays the project lines belonging to each account both separately and as a summarized total.
- **Objects w/name** - displays the objects/projects name in addition to the code
- **Levels** - displays the objects levels.
- **Transpose** - shows objects, projects, customers, suppliers of which the value is made up in individual columns.
- **DataField** - Additional filtering options for financial account datafield.

## 1.2. Report buttons

- **Configure** - Opens the chosen report configuration.
- **Print** - Prints selected print layout
- **Mail** - sends report printout with e-mail.
- **Report** - generates the report
- **Graph** - Opens graph window which allows to view the reports result as graph instead of table.
- **Excel** - (shortcut F12 or Alt+E) - Opens report in Excel
- **Save** - (shortcut Alt+A)- saves report to User Menu

## 1.3. Fine-tuning

Fine-tuning button  opens a new window.

Back Save DELETE SETTING: Personal

with zero change

Show diff in % as well

Show % with Assets/Liabilities

Display borders for tables

Beginning balance uses its own date exchange rate

Default report

Split view Currency rates by the Split

Currency EUR ▼

Save

- **with zero change** - If selected the report will show all the accounts and rows, including those with turnover and balance of 0 in the selected period.
- **Show diff in % as well** - Enables displaying the percentage difference for comparable periods. Works only when a comparable period is selected.
- **Show % with Assets/Liabilities** - Displays the closing balance of the account and balance sheet line as a percentage of the assets or liabilities.
- **Display borders for tables** - displays the report in a table format where borders are visible, including in the print version.
- **Beginning balance uses its own date exchange rate** - a configuration option for preparing a consolidated Balance. Calculates the opening balance of a group entity that uses a currency different from the base currency, using the exchange rate of the report's start date.
- **Default report** - allows to define a default report configuration.
- **Split view Currency rates by the Split** - a configuration option for preparing a consolidated Balance. If the balance is split (e.g. by months), each month's data is converted into the group's base currency using the average exchange rate of each specific period.
- **Currency** - allows specifying the default currency in which the report is displayed. Currencies marked in the system are not added here.

## 2. Assigning rights to User groups

Different rights can be assigned to Balance report to control what data users are allowed to see. Right can be assigned/changed in Settings→ Common Settings → Users or User groups → Reports → Balance

# Change group rights "Superkasutaja" Save [View changelog](#)

Documents Reports Setting Other

## Finance

Report	Unassigned	Denied	Own	Extended	All
Balance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

- **All rights** - User can see all of the Balance reports and use all filter options.
- **Extended rights** - If the user has been assigned to an object, then the user can see all the Balance reports but only the outcome of the assigned object.
- **Own rights** - User can view only Balance reports where on the configuration its employee code is marked.
- **Denied rights** - User does not have access/permission to see any Balance reports.
- **Unassigned rights** - User can not view any Balance reports.

### 3. Examples

#### 3.1. Balance sheet with accounts filter

### Balance Sheet

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) (DataField) (DataField)

end 31.12.2025 Period Object Level Project (DataField)

Unit/round 0.01 Language English Split (DataField)

accounts  date  total  change  zero  unbalanced (DataField)

(split)  objects w/ name  levels  transpose Print Mail REPORT

ASSETS			
Current Assets			
	01.01.2025	change	31.12.2025
<b>Cash and Bank</b>			
111101	Cash	1 500.00	8 739.08
111191	Cash Balance Differences (Temporary Deficits or Surpluses)	100.00	0.00
111201	Bank Account	-3 403.39	-1 286.91
111202	Bank Account	91.36	5.74
111203	Bank Account	46 406.02	167 359.91
111271	Overdraft	100.00	20.00
111281	Outstanding Card Payments	200.00	0.00
111282	Money Through (Paid but Not Arrived)	200.00	-100.00
111291	Cash Collection	-200.00	-100.00
111301	Deposits on Demand	-100.00	776.89
111401	Short-Term Investments in Highly Liquid Funds	100.00	0.00
<b>Total Cash and Bank</b>	<b>44 993.99</b>	<b>175 414.71</b>	<b>220 408.70</b>
<b>Short Term Investments</b>			
112101	Current Financial Investments - Shares	0.00	-200.00
112201	Current Financial Investments - Fund Units	0.00	-100.00
<b>Total Short Term Investments</b>	<b>0.00</b>	<b>-300.00</b>	<b>-300.00</b>
<b>Short Term Receivables and Prepayments</b>			
113101	Accounts Receivable	81 748.87	105 841.39
113201	Prepaid Taxes	1 460.00	-2 696.46
113381	Other Short Term Receivables	-1 500.00	0.00
113401	Prepaid Services	904.98	0.00
113491	Other Prepaid Expenses (Periodized)	0.00	56.67
<b>Total Short Term Receivables and Prepayments</b>	<b>82 613.85</b>	<b>103 201.60</b>	<b>185 815.45</b>
<b>Inventories</b>			
114101	Raw Materials	0.00	50 426.77
114301	Finished Goods	18 037.69	2 899.81
114401	Purchased Goods for Resale	0.00	-200.00
114501	Inventory Prepayments	1 842.43	4 872.03
<b>Total Inventories</b>	<b>19 880.12</b>	<b>57 998.61</b>	<b>77 878.73</b>
<b>Total Current Assets</b>	<b>147 487.96</b>	<b>336 314.92</b>	<b>483 802.88</b>
<b>Non - Current Assets</b>			
<b>Tangible assets</b>			
125201	Buildings - Tangible assets	0.00	-100 000.00
125209	Buildings - Accumulated Depreciation	0.00	-333.32
125211	Facilities - Tangible assets	0.00	-300.00
125219	Facilities - Accumulated Depreciation	0.00	-445.00
125221	Roads - Tangible assets	0.00	-1 000.00
125229	Roads - Accumulated Depreciation	-750.00	-13 500.00
125301	Production equipment - Tangible Assets	-10 000.00	0.00
125309	Production equipment - Accumulated Depreciation	-32 691.67	19 249.98
125319	Vehicles - Accumulated Depreciation	-5 833.30	-20 145.90

### 3.2. Balance sheet without accounts filter

### Balance Sheet

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) (DataField) (DataField)

end 31.12.2025 Period Object Level Project (DataField)

Unit/round 0.01 Language English Split (DataField)

accounts  date  total  change  zero  unbalanced (DataField)

(split)  objects w/ name  levels  transpose Print Mail REPORT

ASSETS			
Current Assets			
	01.01.2025	change	31.12.2025
Cash and Bank	44 993.99	175 414.71	220 408.70
Short Term Investments	0.00	-300.00	-300.00
Short Term Receivables and Prepayments	82 613.85	103 201.60	185 815.45
Inventories	19 880.12	57 998.61	77 878.73
<b>Total Current Assets</b>	<b>147 487.96</b>	<b>336 314.92</b>	<b>483 802.88</b>
<b>Non - Current Assets</b>			
<b>Tangible assets</b>			
Intangible assets	0.00	-1 500.00	-1 500.00
<b>Total Non - Current Assets</b>	<b>-27 251.95</b>	<b>-301 662.37</b>	<b>-328 914.32</b>
<b>TOTAL ASSETS</b>	<b>120 236.01</b>	<b>34 652.55</b>	<b>154 888.56</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Short Term Loan Liabilities	0.00	-3 300.00	-3 300.00
Short Term Payables And Prepayments	161 686.04	221 515.13	383 201.17
<b>Total Current Liabilities</b>	<b>161 686.04</b>	<b>218 215.13</b>	<b>379 901.17</b>
<b>Non - Current Liabilities</b>			
<b>Total Liabilities</b>	<b>161 686.04</b>	<b>218 215.13</b>	<b>379 901.17</b>
<b>Equity</b>			
Annual Period Profit (Loss)	-41 450.03	-183 362.58	-224 812.61
<b>Total Equity</b>	<b>-41 450.03</b>	<b>-183 362.58</b>	<b>-224 812.61</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>120 236.01</b>	<b>34 652.55</b>	<b>154 888.56</b>
Control figure Assets - Liabilities and Equity (should be zero)	0.00	-200.00	-200.00

### 3.3. Balance sheet without change filter

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) (DataField) (DataField)

end 31.12.2025 Period Object Level Project (DataField) (DataField)

Unit/round 0.01 Language English Split

accounts  date  total  change  zero  unbalanced

(split)  objects w/ name  levels  transpose

Print Mail REPORT

	01.01.2025	31.12.2025
<b>ASSETS</b>		
<b>CurrentAssets</b>		
Cash and Bank	44 993.99	220 408.70
Short Term Investments	0.00	-300.00
Short Term Receivables and Prepayments	82 613.85	185 815.45
Inventories	19 880.12	77 878.73
<b>TotalCurrentAssets</b>	<b>147 487.96</b>	<b>483 802.88</b>
<b>Non - CurrentAssets</b>		
Tangible assets	-27 251.95	-327 414.32
Intangible assets	0.00	-1 500.00
<b>TotalNon - CurrentAssets</b>	<b>-27 251.95</b>	<b>-328 914.32</b>
<b>TOTALASSETS</b>	<b>120 236.01</b>	<b>154 888.56</b>
<b>LIABILITIESANDEQUITY</b>		
<b>Liabilities</b>		
<b>CurrentLiabilities</b>		
Short Term Loan Liabilities	0.00	-3 300.00
Short Term Payables And Prepayments	161 686.04	383 201.17
<b>TotalCurrentLiabilities</b>	<b>161 686.04</b>	<b>379 901.17</b>
<b>Non - CurrentLiabilities</b>		
<b>TotalLiabilities</b>	<b>161 686.04</b>	<b>379 901.17</b>
<b>Equity</b>		
Annual Period Profit (Loss)	-41 450.03	-224 812.61
<b>TotalEquity</b>	<b>-41 450.03</b>	<b>-224 812.61</b>
<b>TOTALLIABILITIESANDEQUITY</b>	<b>120 236.01</b>	<b>155 088.56</b>
Control figure Assets - Liabilities and Equity (should be zero)	0.00	-200.00

### 3.4. Balance sheet without time filter

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) (DataField) (DataField)

end 31.12.2025 Period Object Level Project (DataField) (DataField)

Unit/round 0.01 Language English Split

accounts  date  total  change  zero  unbalanced

(split)  objects w/ name  levels  transpose

Print Mail REPORT

	01.01.2025	31.12.2025
<b>ASSETS</b>		
<b>CurrentAssets</b>		
<b>Cash and Bank</b>		
111101 Cash	1 500.00	10 239.08
111191 Cash Balance Differences (Temporary Deficits or Surpluses)	100.00	100.00
111201 Bank Account	-3 403.39	-4 690.30
111202 Bank Account	91.36	97.10
111203 Bank Account	46 406.02	213 765.93
111271 Overdraft	100.00	120.00
111281 Outstanding Card Payments	200.00	200.00
111282 Money Through (Paid but Not Arrived)	200.00	100.00
111291 Cash Collection	-200.00	-300.00
111301 Deposits on Demand	-100.00	676.89
111401 Short-Term Investments in Highly Liquid Funds	100.00	100.00
<b>Total Cash and Bank</b>	<b>44 993.99</b>	<b>220 408.70</b>
<b>Short Term Investments</b>		
112101 Current Financial Investments - Shares	0.00	-200.00
112201 Current Financial Investments - Fund Units	0.00	-100.00
<b>Total Short Term Investments</b>	<b>0.00</b>	<b>-300.00</b>
<b>Short Term Receivables and Prepayments</b>		
113101 Accounts Receivable	81 748.87	187 590.26
113201 Prepaid Taxes	1 460.00	-1 236.46
113381 Other Short Term Receivables	-1 500.00	-1 500.00
113401 Prepaid Services	904.98	904.98
113491 Other Prepaid Expenses (Periodized)	0.00	56.67
<b>Total Short Term Receivables and Prepayments</b>	<b>82 613.85</b>	<b>185 815.45</b>
<b>Inventories</b>		
114101 Raw Materials	0.00	50 426.77
114301 Finished Goods	18 037.69	20 937.50
114401 Purchased Goods for Resale	0.00	-200.00
114501 Inventory Prepayments	1 842.43	6 714.46
<b>Total Inventories</b>	<b>19 880.12</b>	<b>77 878.73</b>
<b>TotalCurrentAssets</b>	<b>147 487.96</b>	<b>483 802.88</b>
<b>Non - CurrentAssets</b>		
<b>Tangible assets</b>		

### 3.5. Balance sheet with unbalanced filter

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField)   
 end 31.12.2025 Period Object Level Project (DataField)   
 Unit/round 0,01 Language English Split unbalanced (DataField)   
 accounts  date  total  change  zero  unbalanced   
 (split)  objects w/ name  levels  transpose Print Mail REPORT

**ASSETS**

**Current Assets**

		01.01.2025		31.12.2025	
		Debit	Credit	Debit	Credit
<b>Cash and Bank</b>					
111101	Cash	1 600.00	100.00	11 238.89	999.81
111191	Cash Balance Differences (Temporary Deficits or Surpluses)	200.00	-100.00	200.00	-100.00
111201	Bank Account	6 376.89	9 780.28	7 176.89	11 867.19
111202	Bank Account	92.76	1.40	192.76	95.66
111203	Bank Account	48 801.43	2 395.41	240 255.98	26 490.05
111271	Overdraft	100.00	0.00	220.00	100.00
111281	Outstanding Card Payments	300.00	100.00	400.00	200.00
111282	Money Through (Paid but Not Arrived)	200.00	0.00	200.00	100.00
111291	Cash Collection	0.00	200.00	0.00	300.00
111301	Deposits on Demand	0.00	100.00	876.89	200.00
111401	Short-Term Investments in Highly Liquid Funds	100.00	0.00	100.00	0.00
<b>Total Cash and Bank</b>		<b>57 771.08</b>	<b>12 577.09</b>	<b>260 861.41</b>	<b>40 252.71</b>
<b>Short Term Investments</b>					
		01.01.2025		31.12.2025	
		Debit	Credit	Debit	Credit
112101	Current Financial Investments - Shares	0.00	0.00	0.00	200.00
112201	Current Financial Investments - Fund Units	0.00	0.00	0.00	100.00
<b>Total Short Term Investments</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Short Term Receivables and Prepayments</b>					
		01.01.2025		31.12.2025	
		Debit	Credit	Debit	Credit
113101	Accounts Receivable	135 284.42	53 535.55	378 827.06	191 236.80
113201	Prepaid Taxes	2 920.00	1 460.00	2 920.00	4 156.46
113381	Other Short Term Receivables	0.00	1 500.00	22.00	1 522.00
113401	Prepaid Services	1 004.98	100.00	1 004.98	100.00
113491	Other Prepaid Expenses (Periodized)	80.00	80.00	180.00	123.33
<b>Total Short Term Receivables and Prepayments</b>		<b>139 289.40</b>	<b>56 675.55</b>	<b>382 954.04</b>	<b>197 138.59</b>
<b>Inventories</b>					
		01.01.2025		31.12.2025	

### 3.6. Balance sheet with unit filter of 1 000

### Balance Sheet

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure  
 end 31.12.2025 Period Object Level Project  
 Unit/round 1 000 Language English Split  
 accounts  date  total  change  zero  unbalanced  
 (split)  objects w/ name  levels  transpose

ASSETS		
Current Assets		
Cash and Bank		
	01.01.2025	31.12.2025
111101 Cash	2	10
111201 Bank Account	-3	-5
111203 Bank Account	46	214
111301 Deposits on Demand	0	1
<b>Total Cash and Bank</b>	<b>45</b>	<b>220</b>
Short Term Receivables and Prepayments		
	01.01.2025	31.12.2025
113101 Accounts Receivable	82	188
113201 Prepaid Taxes	1	-1
113381 Other Short Term Receivables	-2	-2
113401 Prepaid Services	1	1
<b>Total Short Term Receivables and Prepayments</b>	<b>83</b>	<b>186</b>
Inventories		
	01.01.2025	31.12.2025
114101 Raw Materials	0	50
114301 Finished Goods	18	21
114501 Inventory Prepayments	2	7
<b>Total Inventories</b>	<b>20</b>	<b>78</b>
<b>Total Current Assets</b>	<b>147</b>	<b>484</b>
Non-Current Assets		
Tangible assets		
	01.01.2025	31.12.2025
125201 Buildings - Tangible assets	0	-100
125221 Roads - Tangible assets	0	-1
125229 Roads - Accumulated Depreciation	-1	-14
125301 Production equipment - Tangible Assets	-10	-10
125309 Production equipment - Accumulated Depreciation	-33	-13
125319 Vehicles - Accumulated Depreciation	-6	-26
125391 Other machinery and equipment - Tangible Assets	-1	-21
125399 Other machinery and equipment - Accumulated Depreciation	-42	-79
125401 Fixtures - Tangible assets	-2	-110
125409 Fixtures - Accumulated Depreciation	-1	-14
125411 Furniture - Tangible assets	-7	3
125419 Furniture - Accumulated Depreciation	0	-3
125421 Office Appliances - Tangible Assets	0	-19
125429 Office Appliances - Accumulated Depreciation	-2	2
125491 Other Tangible Assets	-1	-1
125492 Other Tangible Assets	80	81
<b>Total Tangible assets</b>	<b>-27</b>	<b>-327</b>

### 3.7. Balance sheet with account datafield as a column

### Balance Sheet

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure  
 end 31.12.2025 Period Object Level Project Consolidation group  
 Unit/round 1 Language English Split  
 accounts  date  total  change  zero  unbalanced  
 (split)  objects w/ name  levels  transpose

ASSETS			
Current Assets			
Cash and Bank			
	01.01.2025	change	31.12.2025
111101 Cash	1 500	8 739	10 239
111191 Cash Balance Differences (Temporary Deficits or Surpluses)	100	0	100
111201 <b>GROUP</b> Bank Account	-3 403	-1 287	-4 690
111202 Bank Account	91	6	97
111203 Bank Account	46 406	167 360	213 766
111271 Overdraft	100	20	120
111281 Outstanding Card Payments	200	0	200
111282 Money Through (Paid but Not Arrived)	200	-100	100
111291 Cash Collection	-200	-100	-300
111301 Deposits on Demand	-100	777	677
111401 Short-Term Investments in Highly Liquid Funds	100	0	100
<b>Total Cash and Bank</b>	<b>44 994</b>	<b>175 415</b>	<b>220 409</b>
Short Term Investments			
	01.01.2025	change	31.12.2025
112101 Current Financial Investments - Shares	0	-200	-200
112201 Current Financial Investments - Fund Units	0	-100	-100
<b>Total Short Term Investments</b>	<b>0</b>	<b>-300</b>	<b>-300</b>
Short Term Receivables and Prepayments			
	01.01.2025	change	31.12.2025
113101 Accounts Receivable	81 749	105 841	187 590
113201 Prepaid Taxes	1 460	-2 696	-1 236
113381 <b>GROUP</b> Other Short Term Receivables	-1 500	0	-1 500
113401 Prepaid Services	905	0	905
113491 Other Prepaid Expenses (Periodized)	0	57	57
<b>Total Short Term Receivables and Prepayments</b>	<b>82 614</b>	<b>103 202</b>	<b>185 815</b>
Inventories			
	01.01.2025	change	31.12.2025

### 3.8. Balance sheet with account datafield filter

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure  
 end 31.12.2025 Period Object Level Project  
 Unit/round 1 Language English Split  
 accounts  date  total  change  zero  unbalanced  
 (split)  objects w/ name  levels  transpose

Consolidation group GROUP  
 (DataField)  
 (DataField)

Print Mail REPORT

**ASSETS**  
**Current Assets**  
**Cash and Bank** 01.01.2025 change 31.12.2025  
 111201 Bank Account -3 403 -1 287 -4 690  
**Total Cash and Bank** -3 403 -1 287 -4 690

**Short Term Receivables and Prepayments** 01.01.2025 change 31.12.2025  
 113381 Other Short Term Receivables -1 500 0 -1 500  
**Total Short Term Receivables and Prepayments** -1 500 0 -1 500

**Total Current Assets** -4 903 -1 287 -6 190

**Non-Current Assets**  
**TOTAL ASSETS** -4 903 -1 287 -6 190

**LIABILITIES AND EQUITY**  
**Liabilities**  
**Current Liabilities**  
**Non-Current Liabilities**  
**Equity**  
 Control figure Assets - Liabilities and Equity (should be zero) -4 903 -1 287 -6 190

### 3.9. Balance sheet with comparison of two periods

**Balance Sheet**

(Time start) 01.01.2025 (Compare) 01.01.2024 Currency Report ENG Configure  
 end 31.12.2025 Period 31.12.2024 Object Level Project  
 Unit/round 1 Language English Split  
 accounts  date  total  change  zero  unbalanced  
 (split)  objects w/ name  levels  transpose

(DataField)  
 (DataField)  
 (DataField)

Print Mail REPORT

**ASSETS**  
**Current Assets**  
**Cash and Bank** 01.01.2025 01.01.2024 Diff 01.01.2025: 01.01.2024: Diff 31.12.2025 31.12.2024 Diff  
 (II-I) (III-IV) (VII-VI)

	01.01.2025	01.01.2024	Diff (II-I)	01.01.2025: 31.12.2025	01.01.2024: 31.12.2024	Diff (III-IV)	31.12.2025	31.12.2024	Diff (VII-VI)
111101 Cash	1 500	0	-1 500	8 739	1 500	-7 239	10 239	1 500	-8 739
111191 Cash Balance Differences (Temporary Deficits or Surpluses)	100	0	-100	0	100	100	100	100	0
111201 Bank Account	-3 403	1 227	4 630	-1 287	-4 630	-3 343	-4 690	-3 403	1 287
111202 Bank Account	91	91	0	6	0	-6	97	91	-6
111203 Bank Account	46 406	-690	-47 096	167 360	47 096	-120 264	213 766	46 406	-167 360
111271 Overdraft	100	0	-100	20	100	80	120	100	-20
111281 Outstanding Card Payments	200	0	-200	0	200	200	200	200	0
111282 Money Through (Paid but Not Arrived)	200	0	-200	-100	200	300	100	200	100
111291 Cash Collection	-200	0	-200	-100	-200	-100	-300	-200	100
111301 Deposits on Demand	-100	0	-100	777	-100	-877	677	-100	-777
111401 Short-Term Investments in Highly Liquid Funds	100	0	-100	0	100	100	100	100	0
<b>Total Cash and Bank</b>	<b>44 994</b>	<b>629</b>	<b>-44 365</b>	<b>175 415</b>	<b>44 365</b>	<b>-131 049</b>	<b>220 409</b>	<b>44 994</b>	<b>-175 415</b>
<b>Short Term Investments</b>	<b>01.01.2025</b>	<b>01.01.2024</b>	<b>Diff (II-I)</b>	<b>01.01.2025: 31.12.2025</b>	<b>01.01.2024: 31.12.2024</b>	<b>Diff (III-IV)</b>	<b>31.12.2025</b>	<b>31.12.2024</b>	<b>Diff (VII-VI)</b>
112101 Current Financial Investments - Shares	0	0	0	-200	0	200	-200	0	200
112201 Current Financial Investments - Fund Units	0	0	0	-100	0	100	-100	0	100
<b>Total Short Term Investments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-300</b>	<b>0</b>	<b>300</b>	<b>-300</b>	<b>0</b>	<b>300</b>
<b>Short Term Receivables and Prepayments</b>	<b>01.01.2025</b>	<b>01.01.2024</b>	<b>Diff (II-I)</b>	<b>01.01.2025: 31.12.2025</b>	<b>01.01.2024: 31.12.2024</b>	<b>Diff (III-IV)</b>	<b>31.12.2025</b>	<b>31.12.2024</b>	<b>Diff (VII-VI)</b>
113101 Accounts Receivable	81 749	9 470	-72 279	109 841	72 279	-33 562	187 590	81 749	-105 841
113201 Prepaid Taxes	1 460	0	-1 460	-2 696	1 460	4 156	-1 236	1 460	-2 696
113381 Other Short Term Receivables	-1 500	0	-1 500	0	-1 500	-1 500	-1 500	-1 500	0
113401 Prepaid Services	905	0	-905	0	905	905	905	905	0
113491 Other Prepaid Expenses (Periodized)	0	0	0	57	0	-57	57	0	-57
<b>Total Short Term Receivables and Prepayments</b>	<b>82 614</b>	<b>9 470</b>	<b>-73 144</b>	<b>103 202</b>	<b>73 144</b>	<b>-30 057</b>	<b>185 815</b>	<b>82 614</b>	<b>-103 202</b>
<b>Inventories</b>	<b>01.01.2025</b>	<b>01.01.2024</b>	<b>Diff (II-I)</b>	<b>01.01.2025: 31.12.2025</b>	<b>01.01.2024: 31.12.2024</b>	<b>Diff (III-IV)</b>	<b>31.12.2025</b>	<b>31.12.2024</b>	<b>Diff (VII-VI)</b>
114101 Raw Materials	0	0	0	50 427	0	-50 427	50 427	0	-50 427
114301 Finished Goods	18 038	0	-18 038	2 900	18 038	15 138	20 938	18 038	-2 900
114401 Purchased Goods for Resale	0	0	0	-200	0	200	-200	0	200
114501 Inventory Prepayments	1 842	842	-1 000	4 872	1 000	-3 872	6 714	1 842	-4 872
<b>Total Inventories</b>	<b>19 880</b>	<b>842</b>	<b>-19 038</b>	<b>57 999</b>	<b>19 038</b>	<b>-38 961</b>	<b>77 879</b>	<b>19 880</b>	<b>-57 999</b>
<b>Total Current Assets</b>	<b>147 488</b>	<b>10 941</b>	<b>-136 547</b>	<b>336 315</b>	<b>136 547</b>	<b>-199 768</b>	<b>483 803</b>	<b>147 488</b>	<b>-336 315</b>

### 3.10. Balance sheet split into months

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) end 31.12.2025 Period Object Level Project (DataField) Unit/round 1 Language English **Split to Month** (DataField) accounts date total change zero unbalanced Print Mail REPORT (split) objects w/ name levels transpose

	202501	202502	202503	202504	202505	202506	202507	202508	202509	202510	202511	202512
<b>ASSETS</b>												
<b>Current Assets</b>												
<b>Cash and Bank</b>												
111101	Cash	1 500	1 500	1 500	1 500	1 500	1 800	1 800	1 831	9 784	9 239	10 239
111191	Cash Balance Differences (Temporary Deficits or Surpluses)	100	100	100	100	100	100	100	100	100	100	100
111201	Bank Account	-3 815	-5 490	-5 490	-5 490	-5 490	-5 490	-5 490	-5 490	-5 390	-4 690	-4 690
111202	Bank Account	91	91	91	91	91	91	91	91	91	-3	97
111203	Bank Account	46 530	46 530	47 240	49 917	51 261	199 641	206 147	211 336	225 065	224 173	215 854
111271	Overdraft	100	100	100	100	220	220	120	120	120	120	120
111281	Outstanding Card Payments	200	200	200	200	200	200	200	200	200	200	200
111282	Money Through (Paid but Not Arrived)	200	200	200	200	200	100	100	100	100	100	100
111291	Cash Collection	-200	-200	-200	-200	-200	-300	-300	-300	-300	-300	-300
111301	Deposits on Demand	-100	-100	-100	-100	-100	-100	777	777	777	777	677
111401	Short-Term Investments in Highly Liquid Funds	100	100	100	100	100	100	100	100	100	100	100
<b>Total Cash and Bank</b>		<b>44 707</b>	<b>43 031</b>	<b>43 741</b>	<b>46 418</b>	<b>47 882</b>	<b>196 262</b>	<b>202 768</b>	<b>208 836</b>	<b>222 593</b>	<b>229 755</b>	<b>221 397</b>
<b>Short Term Investments</b>												
112101	Current Financial Investments - Shares	0	0	0	0	0	-100	-100	-100	-100	-100	-200
112201	Current Financial Investments - Fund Units	0	0	0	0	0	0	0	0	0	0	-100
<b>Total Short Term Investments</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100</b>	<b>-100</b>	<b>-100</b>	<b>-100</b>	<b>-100</b>	<b>-300</b>
<b>Short Term Receivables and Prepayments</b>												
113101	Accounts Receivable	117 152	132 538	162 233	168 530	183 349	133 202	132 106	153 611	157 491	179 441	181 479
113201	Prepaid Taxes	1 460	1 460	1 460	-1 236	-1 236	-1 236	-1 236	-1 236	-1 236	-1 236	-1 236
113381	Other Short Term Receivables	-1 500	-1 500	-1 513	-1 513	-1 500	-1 500	-1 500	-1 500	-1 500	-1 500	-1 500
113401	Prepaid Services	905	905	905	905	905	905	905	905	905	905	905
113491	Other Prepaid Expenses (Periodized)	0	0	0	0	0	0	0	-960	720	480	57
<b>Total Short Term Receivables and Prepayments</b>		<b>118 017</b>	<b>133 403</b>	<b>163 085</b>	<b>166 685</b>	<b>181 517</b>	<b>131 371</b>	<b>130 274</b>	<b>152 739</b>	<b>156 380</b>	<b>178 089</b>	<b>179 888</b>
<b>Inventories</b>												
114101	Raw Materials	0	0	2 546	2 546	2 546	48 546	48 546	49 546	49 546	50 397	50 427
114301	Finished Goods	18 038	16 538	21 581	21 581	21 581	21 377	21 377	21 363	20 329	20 857	20 938
114401	Purchased Goods for Resale	0	0	0	0	0	0	0	0	0	0	-200
114501	Inventory Prepayments	1 942	1 842	2 251	2 251	2 251	2 251	2 751	2 351	4 756	5 677	6 714
<b>Total Inventories</b>		<b>19 980</b>	<b>18 380</b>	<b>26 378</b>	<b>26 378</b>	<b>26 378</b>	<b>72 174</b>	<b>72 674</b>	<b>73 260</b>	<b>75 482</b>	<b>76 761</b>	<b>77 879</b>
<b>Total Current Assets</b>		<b>182 704</b>	<b>194 814</b>	<b>233 204</b>	<b>239 481</b>	<b>255 777</b>	<b>399 707</b>	<b>405 616</b>	<b>434 749</b>	<b>452 132</b>	<b>483 225</b>	<b>477 946</b>

### 3.11. Balance sheet split into quarters

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) end 31.12.2025 Period Object Level Project (DataField) Unit/round 1 Language English **Split to Quarter** (DataField) accounts date total change zero unbalanced Print Mail REPORT (split) objects w/ name levels transpose

	2025.Q1	2025.Q2	2025.Q3	2025.Q4
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Cash and Bank</b>				
111101	Cash	1 500	1 500	1 831
111191	Cash Balance Differences (Temporary Deficits or Surpluses)	100	100	100
111201	Bank Account	-5 490	-5 490	-4 690
111202	Bank Account	91	91	91
111203	Bank Account	47 240	199 641	225 065
111271	Overdraft	100	220	120
111281	Outstanding Card Payments	200	200	200
111282	Money Through (Paid but Not Arrived)	200	200	100
111291	Cash Collection	-200	-200	-300
111301	Deposits on Demand	-100	-100	777
111401	Short-Term Investments in Highly Liquid Funds	100	100	100
<b>Total Cash and Bank</b>	<b>43 741</b>	<b>196 262</b>	<b>222 593</b>	<b>220 409</b>
<b>Short Term Investments</b>				
112101	Current Financial Investments - Shares	0	-100	-100
112201	Current Financial Investments - Fund Units	0	0	0
<b>Total Short Term Investments</b>	<b>0</b>	<b>-100</b>	<b>-100</b>	<b>-300</b>
<b>Short Term Receivables and Prepayments</b>				
113101	Accounts Receivable	162 233	133 202	157 491
113201	Prepaid Taxes	1 460	-1 236	-1 236
113381	Other Short Term Receivables	-1 513	-1 500	-1 500
113401	Prepaid Services	905	905	905
113491	Other Prepaid Expenses (Periodized)	0	0	720
<b>Total Short Term Receivables and Prepayments</b>	<b>163 085</b>	<b>131 371</b>	<b>156 380</b>	<b>185 815</b>
<b>Inventories</b>				
114101	Raw Materials	2 546	48 546	49 546
114301	Finished Goods	21 581	21 377	21 363
114401	Purchased Goods for Resale	0	0	0
114501	Inventory Prepayments	2 251	2 251	2 351
<b>Total Inventories</b>	<b>26 378</b>	<b>72 174</b>	<b>73 260</b>	<b>77 879</b>
<b>Total Current Assets</b>	<b>233 204</b>	<b>399 707</b>	<b>452 132</b>	<b>483 803</b>

### 3.12. Balance sheet split into year half periods

### Balance Sheet

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField)   
 end 31.12.2025 Period Object Level Project (DataField)   
 Unit/round 1 Language English Split to year half (DataField)   
 accounts  date  total  change  zero  unbalanced Print Mail REPORT   
 (split)  objects w/ name  levels  transpose

	2025.H1	2025.H2	
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Cash and Bank</b>			
111101	Cash	1 500	10 239
111191	Cash Balance Differences (Temporary Deficits or Surpluses)	100	100
111201	Bank Account	-5 490	-4 690
111202	Bank Account	91	97
111203	Bank Account	199 641	213 766
111271	Overdraft	220	120
111281	Outstanding Card Payments	200	200
111282	Money Through (Paid but Not Arrived)	200	100
111291	Cash Collection	-200	-300
111301	Deposits on Demand	-100	677
111401	Short-Term Investments in Highly Liquid Funds	100	100
<b>Total Cash and Bank</b>	<b>196 262</b>	<b>220 409</b>	
<b>Short Term Investments</b>			
112101	Current Financial Investments - Shares	-100	-200
112201	Current Financial Investments - Fund Units	0	-100
<b>Total Short Term Investments</b>	<b>-100</b>	<b>-300</b>	
<b>Short Term Receivables and Prepayments</b>			
113101	Accounts Receivable	133 202	187 590
113201	Prepaid Taxes	-1 236	-1 236
113381	Other Short Term Receivables	-1 500	-1 500
113401	Prepaid Services	905	905
113491	Other Prepaid Expenses (Periodized)	0	57
<b>Total Short Term Receivables and Prepayments</b>	<b>131 371</b>	<b>185 815</b>	
<b>Inventories</b>			
114101	Raw Materials	48 546	50 427
114301	Finished Goods	21 377	20 938
114401	Purchased Goods for Resale	0	-200
114501	Inventory Prepayments	2 251	6 714
<b>Total Inventories</b>	<b>72 174</b>	<b>77 879</b>	
<b>Total Current Assets</b>	<b>399 707</b>	<b>483 803</b>	

## 4. Frequently asked questions

### 4.1. How to view the balance sheet without accounts?

Unselect the „Accounts“ checkbox.

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField)   
 end 31.12.2025 Period Object Level Project (DataField)   
 Unit/round 1 Language English Split (DataField)   
 **accounts**  date  total  change  zero  unbalanced Print Mail REPORT   
 (split)  objects w/ name  levels  transpose

	01.01.2025	31.12.2025	
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Cash and Bank</b>			
111101	Cash	1 500	10 239
111191	Cash Balance Differences (Temporary Deficits or Surpluses)	100	100
111201	Bank Account	-3 403	-4 690
111202	Bank Account	91	97
111203	Bank Account	46 406	213 766
111271	Overdraft	100	120
111281	Outstanding Card Payments	200	200
111282	Money Through (Paid but Not Arrived)	200	100
111291	Cash Collection	-200	-300
111301	Deposits on Demand	-100	677
111401	Short-Term Investments in Highly Liquid Funds	100	100
<b>Total Cash and Bank</b>	<b>44 994</b>	<b>220 409</b>	

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) (DataField) (DataField)

end 31.12.2025 Period Object Level Project

Unit/round 1 Language English Split

accounts  date  total  change  zero  unbalanced

(split)  objects w/ name  levels  transpose

Print Mail REPORT

	01.01.2025	31.12.2025
<b>ASSETS</b>		
CurrentAssets		
Cash and Bank	44 994	220 409
Short Term Investments	0	- 300
Short Term Receivables and Prepayments	82 614	185 815
Inventories	19 880	77 879
Total CurrentAssets	147 488	483 803

### 4.3. I wish to exclude one object from the object level

**Balance Sheet**

(Time start) 01.01.2025 (Compare) Currency Report ENG Configure (DataField) (DataField) (DataField)

end 31.12.2025 Period Object ITALLINN Level 8 (Osakond) Project

Unit/round 1 Language English Split

accounts  date  total  change  zero  unbalanced

objects divided  objects w/ name  levels  transpose

WAIT...

	ADM LADU MÜÜK PARNU TOITLUSTUS					Total
<b>ASSETS</b>						
CurrentAssets						
Cash and Bank						
111191 Cash Balance Differences (Temporary Deficits or Surpluses)	0	0	0	0	0	0
111201 Bank Account	-1 000	0	0	0	2 869	1869
111203 Bank Account	0	0	0	0	-1 470	-1470
Total Cash and Bank	-1 000	0	0	0	1 399	399
Short Term Receivables and Prepayments						
113101 Accounts Receivable	0	0	1 240	6 820	20 725	28785
113401 Prepaid Services	0	0	0	0	905	905
Total Short Term Receivables and Prepayments	0	0	1 240	6 820	21 630	29 690

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